Approved For Release 2003/04/29 : CIA-RDP84-00780R000100150003-4

## ADMINISTRATIVE - INTERNAL USE ONLY

Bedg + Mr 3

1 9 DEC 1963

MEMORANDUM FOR: Director of Finance

SUBJECT

: Construction of Softball Fields at Langley

REFERENCES

: (a) My Memorandum, Same Subject, dated

23 September 1763

(b) Memo from Chief/GL/RECD, dated

3 October 1963

1. Attached is the negotiated billing for work done by Maddox & Hopkins, Engineers & Surveyors, as well as statements and recommendations from the Office of Logistics for payment of this bill. Accordingly, authorization is hereby granted to release the following from the Agency's Central Club Fund:

Maddox & Hopkins, Engineers & Surveyors

\$ 1,375.00

2. It is requested the check drawn to the order of the payee and in the amount due be returned to the Chief, Benefits and Services Division, Office of Personnel, for delivery.

L. K. White Deputy Director for Support

Attachments: A/S Distribution:	
0 & 1 - Addressee Originator:	LEGIB
Director of Personnel  1 - O/Log	
1 - D/Pers 1 - C/BSD/ 1 - C/BCB	

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OP/BSD/\_\_\_\_:bhd (16 December 1963)
ADMINISTRATIVE — INTERNAL USE ONLY

## UNITED STATES GOVERNMENT

## Memorandum

CIA EMPLOYEE REUREATION ASSOCIATION

DATE: 25 OUT 63

FROM

Chier/RECD

SUBJECT:

Softball Fields, Final Payment for Design and Survey

- 1. I am enclosing an itemized statement dated 25 September 1963 of all services rendered by the engineering firm of Maddox and Hopkins in relation to the design and survey of the ball fields and an amended statement dated 8 October 1963 for the same aforesaid services.
- 2. The statement dated 25 September 1963 was considered unreasonable and negotiations were held with Mr. Hopkins of Maddox and Hopkins on 3 October. As a result of this negotiation, the charges were reduced to \$1,375 as reflected in the 3 October statement. The following is a breakdown of the aforesaid 8 October statement:
  - a. Design and Survey of location near Bureau of Public Roads Research Building
  - b. Design and Survey of location near Hwy #193 (Final design & survey)

Total

\$1,375

745

- 3. The sum of \$1,375 is considered reasonable for the work accomplished and payment of the remaining balance or \$745 is hereby recommended. A partial payment of \$530 was recommended in our memorandum of 15 August 1963.
  - a. Partial payment, 15 August 1963 \$ 630
  - b. Final payment

745

	Total	\$1,375 ~
1	17	

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Attachments Et 12 3 die LES 314

September 25, 1963

Central Intelligence Agency Real Estate Division Washington 25, D.C.

McLEAN FACILITY	\$	630	00		
Order 63-360					
Revise design #1, softball field					
Office 81 hours @\$7.50		607	50		
Order 63-389					
Grid stakes for grading, mark grades on stakes					
Field 22 hours		403	00		
Revise revision to accommodate errors in topo-					
graphy (furnished by CIA) and furnish revised					
grade sheets for cut and fill					
Office 43 hours		322	50		
Order 63-855					
Replace missing grid stakes (14); put grades on					
stakes, furnished revised grade sheets					
Field 4 hours		75	00		
Office 1 hour	-	7	50		
Amount of this invoice		•		1,415	50
Total bill				\$ 2,045	
				<b>→ −</b> , 0 ₹ 3	

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October 8, 1963

ENGINEER & SURVEYORS

8506 DIXON AVE., SILVER SPRING, MD. JUniper 8-3110

PLANE AND GEODETIC SURVEYS . PLANS . SPECIFICATIONS

REPORTS . AERIAL TOPOGRAPHIC MAPS . LAND PLANNING . DEVELOPMENT

Real Estate and Construction Division Washington 25, D.C.

ERMS: NET 30 DAYS

Melean Facility

BALANCE FORWARD

Final bill in connection with services radered in design of ball diamends, September 21, 1962 thru September 21, 1963

\$ 1,375

00

dpli634-104-1/55-#6

ADMINISTRATION -- DOMINIST DE ANTY

DDS 49-3960

23 Sept 63

AMONANDUM POR: Comptroller

SELECT

: Construction or Softball Fields at Langley

PETER CE

1 My Memorandum, Same Subject, dated 12 April 1363

L. Seference esthurised the construction of three softhell fields near the Hendquarters Building and also noted that construction costs would be funded i'rom funds evallable to the Agency from non-epyropristed sources. The original ostimated cost of construction was \$9,350. Subsequently, however, it became necessary to change the site of the northall fields and the estimated construction cost at the new site increased to \$12,637. The Office of Personnel and the Office of Logistics were authorised by me to proceed with construction of the softball lields on the basis of this new estimate.

- 2. Attached are partial billings for work completed to date, as vell as statements and recommendations from the Office of Logisties for payment of those bills. Ascordingly, authorization is hereby granted to release the following amounts from the Agency's Control Club Pund:
  - e. Heddox & Hoskins, Ingineers & Surveyore

\$ 630.00

b. S.A. Brone Construction Corporation

35.850.00

3. It is requested that cheeks drawn to the order of the purces and in the assumes due be returned to the Chief, Dunefite and Services Division, Office of Personnel, for delivery.

> L L Watte Deputy Director (Support)

	 mate:	A/B
AL		21/5

## Distribution:

O & 1 - Addressee

2 - DD/8

 $1 - 0/\log$ 

1 - D/Pers

1 - C/BCB

OP/BED/

Director of Personnel

NOTE OF THE COLLY Y - C/BED 15

sac (20 September 1963)

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•	3 007 1463
STAT	Comptroller
	Chief, Real Estate & Construction Division
	Construction of Softball Fields at Langley
referi	INCES: (a) DD/S memo dated 23 September 1963 to Comptroller, same subject
STAT FAT	(b) Telecon between O/Comptreller and Mr.  RECD, on 30 September 1963
	1. Reference memorandum authorized partial payment of work completed on the subject project.
	2. Due to an error in the bills submitted by Maddex and Mopkins. Engineers & Surveyors, it is requested that payment be held up on the "a" portion of paragraph 2 of reference (a) until final price is negotiated at a meeting which is to be held on 8 October 1963.
	<ol> <li>Payment of the "b" portion of paragraph 2 of reference</li> <li>should be processed without delay.</li> </ol>
	4. This memorandum confirms the telephone conversation per reference (b).
	STAT
	Distribution: Original - Addressee
STAT	1 - OL/RECD/CEB Chrene
STAT	OL/RECD/CE/:mew (2 October 1963)